2014-2016 Technology Lending Program Grant

Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	FOR TEA USE ONLY Write NOGA ID here:
Grant period:	October 1, 2014, to August 31, 2016	
Application deadline:	5:00 p.m. Central Time, May 13, 2014	Place date stamp here.
Submittal information:	**Four** complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494	2014 MAY 13 PM 1:35 TEXAS EDUCATION AGENCY DOCUMENT CONTROL CNTR DISCRETIONARY GRANTS
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1 — General Information

Part 1: Applicant Information

Organization name	County-District #	Campus name/#	Amendment #
Knox City-O'Brien CISD	138-902	Knox City High 001; Knox City Elementary 101; O'Brien Middle School 041	

Vendor ID #	ESC Region #	US Congressional District #	DUNS #
75-6111916	9	13	031381999

Mailing address	City	State	ZIP Code
606 East Main	Knox City	TX	79529-

Primary Contact

First name	M.I.	Last name	Title
Louis	L	Baty	Superintendent

Telephone #	Email address	FAX #
940-657-3521	Louis.baty@esc9.net	940-657-3379

Secondary Contact

First name	M.I.	Last name	Title
Tammy	J	Gonzales	Business Manager

Telephone #	Email address	FAX #
940-657-3521	Tammy.gonzales@esc9.net	940-657-3379

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Louis	L	**Baty**	**Superintendent**
Telephone #	Email address		FAX #
940-657-3521	Louis.baty@esc9.net		**940-657-3379**

Signature (blue ink preferred)   Date signed

[signature]   **May 5, 2014**   701-14-107-213

Only the legally responsible party may sign this application.

Schedule #1—General Information (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	X	☒
2	Required Attachments and Provisions and Assurances	X	N/A
4	Request for Amendment	N/A	☒
5	Program Executive Summary	X	☐
6	Program Budget Summary	X	☐
8	Professional and Contracted Services (6200)	X	☐
9	Supplies and Materials (6300)	X	☐
10	Other Operating Costs (6400)	N/A	☐
11	Capital Outlay (6600/15XX)	N/A	☐
12	Demographics and Participants to Be Served with Grant Funds	X	☐
13	Needs Assessment	X	☐
14	Management Plan	X	☐
15	Project Evaluation	X	☐
16	Responses to Statutory Requirements	X	☐
17	Responses to TEA Requirements	X	☐

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.
Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
X	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
X	I certify my acceptance of and compliance with the program guidelines for this grant.
X	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
X	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

X	I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the applications is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-Feburary 1, 2015), and that 100% of the funds will be expended no later than the end of the 1st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #4—Request for Amendment

County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail *or* by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the TEA Grant Opportunities page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration Grant Management Resources page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

#	Schedule #	Class/ Object Code	A Grand Total from Previously Approved Budget	B Amount Deleted	C Amount Added	D New Grand Total
2.	Schedule #8: Contracted Services	6200	**Not Applicable**	$	$	$
3.	Schedule #9: Supplies and Materials	6300	$	$	$	$
4.	Schedule #10: Other Operating Costs	6400	$	$	$	$
5.	Schedule #11: Capital Outlay	6600/ 15XX	$	$	$	$
6.	Total direct costs:		$	$	$	$
7.	Indirect cost (%):		$	$	$	$
8.	Total costs:		$	$	$	$

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	Schedule #4—Request for Amendment (cont.)	
County-district number or vendor ID: **138-902**		Amendment # (for amendments only):

Part 4: Amendment Justification

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.		Not Applicable	
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Project Design - The Knox City-O'Brien CISD (KCCISD) *Technology Lending Program Grant (TLPG)* will focus on **all of our students - PK**[th] **– 12**[th] **grade students** (approximately **297 students**). Knox City-O'Brien CISD consists of three (3) campuses – 1 high school, 1 middle school and 1 elementary campus with **297 students** and **212 of these students or 71.4%** are classified as *"economically disadvantaged"* and **110 or 37.0%** are classified as *"at-risk"*.   We feel that the design of our proposed project includes processes and activities that are of sufficient quality and scope to ensure **equitable access and participation** among all eligible participants while maximizing the utilization of equipment and resources.

The district's TLPG grant will focus on all of our campuses and all of our students in grades PK - 12 and all content areas.

Campus/Grade Level Most In Need – Knox City High School, O'Brien Middle School, and Knox City Elementary School – Grades PK – 12 – 297 students. *(Grant-Specific Criteria - More than one campus will participate in the Technology Lending Program Grant. (4 points)*

The following chart is a representation the **district's** STAAR results for grades 3 – 7, our economically disadvantaged and ELL students' scores are well below the state average:

Grade Level	State Average	District Average	African American	Hispanic	White	Sp Ed	Eco Dis
3rd Reading	81%	75%	-	-	-	-	83%
3rd Math	70%	60%	-	47%	80%	-	59%
4th Reading	72%	72%	-	73%	71%	-	67%
4th Math	69%	58%	-	53%	67%	-	53%
5th Reading	77%	78%	-	64%	91%	-	78%
5th Math	74%	39%	-	27%	55%	-	44%
6th Reading	72%	56%	-	83%	50%	-	50%
6th Math	74%	44%	-	44%	44%	-	-
7th Reading	78%	69%	-	55%	80%	-	69%
7th Math	72%	55%	-	55%	55%	-	55%

Using TLPG grant funds, the district will provide access to laptop and tablet computer for students in grades PK – 12th grades to implement a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. This will allow students to have access to relevant technologies, tools, resources, and services for personalized learning 24 hours a day, 7 days a week (24/7).

The program will also provide new teaching and learning practices in the classroom that extend to home and encourage teachers to incorporate innovative models to meet the needs of students and prepare students for college and careers. Technology enables learning opportunities and student productivity that extends beyond the walls of the classroom, and this transformation requires appropriate technology, electronic instructional materials and resources, and connectivity to access these resources.

If funded, KCCISD will be able develop the following practices and polices:

- Curriculum redesign to incorporate new technology and electronic instructional materials;
- Classroom instructional strategies that include student devices for learning at school and at home;
- Policies to address the use of technology to support school and home use;

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Schedule #5—Program Executive Summary (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

- Electronic instructional materials in lieu of traditional print instructional materials;
- Professional development goals and activities that incorporate the use of technology for instruction and learning opportunities; and
- Programs to check-out and use technology and to provide Internet access.

The district can also move forward with the implementation of electronic instructional materials for all content areas while ensuring access for students through loaned equipment for learning at school and at home.

The district has a limited technology lending program. We have a very small limited number of devices that we check out to students, demand is very high and devices are very limited. *(**Grant-Specific Criteria** - One or more participating campuses has an established technology lending program. (4 points).* The district will provide home internet access for students who do not have access at home. *The district's proposed program will be coordinated with similar or related efforts using existing resources and facilities and with other appropriate community, state, and federal resources to maximize the effectiveness of grant funds. (3 points)*

The district does not have sufficient funds to implement a lending program without TLPG grant funds. Funds provided under the Instructional Materials Allotment (IMA) or other funding sources are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.

The district utilizes electronic instructional material currently with - iStation - Online testing used on the elementary and junior high campus; iStation is used for weekly intervention if needed; and Think Through Math – used in the elementary school – 3 yearly assessments, plus weekly intervention as needed. The high school also has a credit recovery program. Many of these resources reinforce our constructivist philosophy to teaching and learning: a real-world, inquiry based approach. *(**Grant-Specific Criteria** - One or more participating campuses is using electronic instructional materials in more than one foundation curriculum subject area. (2 points)*

KCCISD staff has been trained on all locally adopted technology as it relates to their teaching assignment when the technology is implemented. Ongoing training continues as hardware/software evolves or is revised. The district utilizes Region Education Service Center and the Texas Computer Education Association for training. The district also employees a full-time Technology Director who provides ongoing technology training to staff at point of need.

Knox City-O'Brien CISD will be requesting $74,200 to serve 237 students which is about $156 per student per year over a 2 year time period. *The costs reflected in the district's budget are appropriate for the results expected. (7 points).* Due to the grant requirements, the district will only be requesting Internet capable laptops in our budget. All *district expenditures and activities are supplemental to and do not supplant or duplicate services currently provided. (3 points)*

The district's long-range technology plan is for each KCCISD campus to reach the "**Target Tech**" stage. The first step needed to obtain the "Target Tech" state is - *Students per computer ratio: One student per computer.* This grant program funding will facilitate the accomplishment of KCCISD's objectives in our District Technology Plan.

The objectives, strategies, activities, and desired results of our TLGP program are clearly specified and are measurable. (4 points)

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Schedule #6—Program Budget Summary

| County-district number or vendor ID: **138-902** | | | | Amendment # (for amendments only): | | |

Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32

Grant period: October 1, 2014, to August 31, 2016	Fund code: 410

Budget Summary

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	$8,200	-	$8,200	
Schedule #9	Supplies and Materials (6300)	6300	$66,000	-	$66,000	
Schedule #10	Other Operating Costs (6400)	6400	-	-	-	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	-	-	-	
	Total direct costs:		$74,200	-	$74,200	
	Percentage% <u>indirect costs</u> (see note):		N/A	-	-	
	Grand total of budgeted costs (add all entries in each column):		$74,200	-	$74,200	

Administrative Cost Calculation

Enter the total grant amount requested:	$
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result. This is the maximum amount allowable for administrative costs, including indirect costs:	$

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: **185-903**	Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

	Expense Item Description	Grant Amount Budgeted	
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	$	
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	$	
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply: ☐ Salaries/benefits ☐ Other: ☐ Networking (LAN) ☐ Other: ☐ Computer/office equipment lease ☐ Other: ☐ Building use ☐ Other: ☐ Copier/duplication services ☐ Other: ☐ Telephone ☐ Other: ☐ Administrative ☐ Other:	$	
a.	Subtotal of professional and contracted services (6200) costs requiring specific approval:	$	

Professional Services, Contracted Services, or Subgrants Less Than $10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted	
1	**Internet Service - $35 per month/$820 for 2 years for 10 devices**	☐	$8,200	
2		☐	$	
3		☐	$	
4		☐	$	
5		☐	$	
6		☐	$	
7		☐	$	
8		☐	$	
9		☐	$	
10		☐	$	
b.	Subtotal of professional services, contracted services, or subgrants less than $10,000:		$8,200	

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000

	Specify topic/purpose/service:	☐ Yes, this is a subgrant
	Describe topic/purpose/service:	

	Contractor's Cost Breakdown of Service to Be Provided	Grant Amount Budgeted	
1	Contractor's payroll costs # of positions:		
	Contractor's subgrants, subcontracts, subcontracted services	$	
	Contractor's supplies and materials	$	
	Contractor's other operating costs	$	
	Contractor's capital outlay (allowable for subgrants only)	$	
	Total budget		

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Schedule #8—Professional and Contracted Services (6200)		
County-District Number or Vendor ID: **185-903**	Amendment number (for amendments only):	

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000 (cont.)

2

Specify topic/purpose/service:		☐ Yes, this is a subgrant
Describe topic/purpose/service: Insurance Coverage		
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**
Contractor's payroll costs	# of positions:	
Contractor's subgrants, subcontracts, subcontracted services		$
Contractor's supplies and materials		$
Contractor's other operating costs		$
Contractor's capital outlay (allowable for subgrants only)		$
	Total budget:	

3

Specify topic/purpose/service:		☐ Yes, this is a subgrant
Describe topic/purpose/service:		
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**
Contractor's payroll costs	# of positions:	$
Contractor's subgrants, subcontracts, subcontracted services		$
Contractor's supplies and materials		$
Contractor's other operating costs		$
Contractor's capital outlay (allowable for subgrants only)		$
	Total budget:	$

4

Specify topic/purpose/service:		☐ Yes, this is a subgrant
Describe topic/purpose/service:		
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**
Contractor's payroll costs	# of positions:	$
Contractor's subgrants, subcontracts, subcontracted services		$
Contractor's supplies and materials		$
Contractor's other operating costs		$
Contractor's capital outlay (allowable for subgrants only)		$
	Total budget:	$

5

Specify topic/purpose/service:		☐ Yes, this is a subgrant
Describe topic/purpose/service:		
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**
Contractor's payroll costs	# of positions:	$
Contractor's subgrants, subcontracts, subcontracted services		$
Contractor's supplies and materials		$
Contractor's other operating costs		$
Contractor's capital outlay (allowable for subgrants only)		$
	Total budget:	$

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Schedule #8—Professional and Contracted Services (6200)

County-District Number or Vendor ID: **185-903**	Amendment number (for amendments only):

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000 (cont.)

6	Specify topic/purpose/service:		☐ Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**
	Contractor's payroll costs	# of positions:	$
	Contractor's subgrants, subcontracts, subcontracted services		$
	Contractor's supplies and materials		$
	Contractor's other operating costs		$
	Contractor's capital outlay (allowable for subgrants only)		$
		Total budget:	$
7	Specify topic/purpose/service:		☐ Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**
	Contractor's payroll costs	# of positions:	$
	Contractor's subgrants, subcontracts, subcontracted services		$
	Contractor's supplies and materials		$
	Contractor's other operating costs		$
	Contractor's capital outlay (allowable for subgrants only)		$
		Total budget:	$
8	Specify topic/purpose/service:		☐ Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**
	Contractor's payroll costs	# of positions:	$
	Contractor's subgrants, subcontracts, subcontracted services		$
	Contractor's supplies and materials		$
	Contractor's other operating costs		$
	Contractor's capital outlay (allowable for subgrants only)		$
		Total budget:	$

c.	Subtotal of professional services, contracted services, and subgrants greater than or equal to $10,000:	$0
a.	**Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:**	-
b.	**Subtotal of professional services, contracted services, or subgrants less than $10,000:**	$8,200
c.	**Subtotal of professional services, contracted services, and subgrants greater than or equal to $10,000:**	-
d.	**Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:**	-
	(Sum of lines a, b, c, and d) Grand total	$8,200

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #9—Supplies and Materials (6300)						
County-District Number or Vendor ID: **138-902**				Amendment number (for amendments only):		
Expense Item Description						
63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:				Grant Amount Budgeted	
	☐ Print shop fees		☐ Technology-related supplies			
	☐ Postage		☐ Other:		$	
	☐ Copy paper		☐ Other:			
Technology Hardware—Not Capitalized						
6399	#	Type	Purpose	Quantity	Unit Cost	Grant Amount Budgeted
	1	Laptops	Support Technology Lending Program	120	$550	$66,000
	2					
	3					
	4					
	5					
6399	Technology software—Not capitalized				-	
6399	Supplies and materials associated with advisory council or committee				-	
	Subtotal supplies and materials requiring specific approval:				-	
	Remaining 6300—Supplies and materials that do not require specific approval:				-	
	Grand total:				$66,000	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Via telephone/fax/email (circle as appropriate)	By TEA staff person:

Schedule #12—Demographics and Participants to Be Served with Grant Funds	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment:			297	
Category	**Number**	**Percentage**	**Category**	**Percentage**
African American	27	9.1%	Attendance rate	96.4%
Hispanic	136	45.8%	Annual dropout rate (Gr 9-12)	-
White	127	42.8%	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	N/A
Asian	0	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)	N/A
Economically disadvantaged	212	71.4%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	20	6.7%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	8	7%	Average ACT score (number value, not a percentage)	N/A

Comments

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public	24	29	19	20	10	27	22	17	18	28	25	20	20	12	297
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:	24	29	19	20	10	27	22	17	18	28	25	20	20	12	297

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Schedule #13—Needs Assessment	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Needs Assessment

The district utilized local discretion in planning and designing the Knox City-O'Brien CISD ***Technology Lending Program Grant (TLPG)*** grant program to support the unique needs of our students and to carry out the legislative intent supported by the Texas Education Code (TEC), Subchapter E, Technology Lending Program Grants, Sections 32.201-.205.

Assessment Process:

A comprehensive needs assessment utilizing surveys, site-based committee recommendations, workshop evaluations, student performance records, documented staff technology proficiency levels, hardware and software inventories, work order requests, and the Texas Teacher and Campus STaR Chart data was conducted to analyze the current status of technology in the district and determine future needs. Items analyzed included: infrastructure, hardware, software, telecommunications, administrative and business applications, course offerings, student achievement, technology resources, staff development, and technical support. *The level of involvement and commitment to our program of all participants, including management, staff, collaborators and partners, is sufficient to ensure the successful implementation of the program goals, objectives, and activities. (4 points)*

The following are KCCISD's technology needs according to our District Technology Plan:

Technology Needs:

Instructional Needs:
- Increased focus on technology integration in all content areas
- Professional development opportunities for all employees
- Standardized TEKS-based software and electronic resources
- Increased distance learning opportunities
- Increased community access to district technology resources
- Provide a device so that students can access content materials online 24/7

Technical/Hardware Needs:
- Replacement of obsolete equipment and resources
- Continue to protect the district's computers and files with virus protection software
- Additional wireless capabilities
- Regular network upgrades to maintain speed and reliability
- Ability to provide home Internet access
- Ability to provide students with devices including Internet to take home

KCCISD is focusing on **297 students**, in **grades PK⁻ 12ᵗʰ**. We will include all content areas.

The district feels that the *details of the needs assessment methodology are provided, and the magnitude or severity of the problem to be addressed by the proposed program is significant. (10 points)*

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Schedule #13—Needs Assessment (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Improve academic achievement in all content areas.	Through funding from the TLPG, the district will be able to provide students devices with Internet access to use 24/7 including from home in order to utilize electronic instructional materials in lieu of traditional print instructional materials as well as new, up-to-date resources online. Provide devices to students especially economically disadvantaged and special education students.
2.	Provide students with Internet capable devices through a Lending Program to take home or use at school in order to access online instructional materials.	Through funding from the TLPG, the district will be able to provide students devices with Internet access to use 24/7 including from home in order to utilize electronic instructional materials in lieu of traditional print instructional materials as well as new, up-to-date resources online. Provide devices to students especially economically disadvantaged and special education students.
3.	Provide professional development training to staff in technology and online instructional materials. (This will be paid from local funds.)	The district will provide ongoing professional development to all staff regarding technology and new online instructional materials. Staff will also need guidance as to how to incorporate technology into curriculum especially for students participating in the lending program.
4.	Redesign curriculum resources to incorporate new technology and electronic instructional materials. (This will be paid from local funds.)	As the district adopts electronic instructional materials in all content areas, there will be a need to redesign curriculum resources to incorporate technology. By providing students access to devices on a 24/7 basis, curriculum specialist will also need to include 21st century activities for students using these devices.
5.	Develop polices to address the use of technology to support school and home use. (This will be paid from local funds.)	If funded, the district will need to develop policies to address the use of technology to support school and home use of instructional materials as well as polices for the lending program. *As the result of a our assessment effort, specific needs have been identified and strategies to address those needs have been described. (10 points)*

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Schedule #14—Management Plan

County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Superintendent	He is responsible for providing district level support for the implementation and final accountability for program implementation. The superintendent is also responsible for the contract between the district and the service providers.
2.	Campus Principals	The campus principal and assistant principals will be providing day to day campus level support and accountability for the grant project implementation, as well as provide oversight for all other campus staff and the Project Manager.
3.	Project Manager/ Technology Director	This position will bring a great deal of experience in our technology innovation programs to the district's grant program. The Project Manager will facilitate activities, provide ongoing progress monitoring, continually analyze results and facilitate program corrections as needed.
4.		*KCCISD qualifications and experience of program personnel are of sufficient quality and depth to ensure successful implementation. (5 points)*

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective		Milestone	Begin Activity	End Activity
1.	Improve academic achievement in all content areas.	1.	Increase STAAR at Phase-in 1 Level II/Above for all content areas by 4% by the end of Year 1.	10/01/2014	08/31/2016
		2.	Increase STAAR at Final Level II/Above for all content areas by 4% by the end of Year 2	10/01/2014	08/31/2016
		3.		10/01/2014	08/31/2016
2.	Provide students with Internet capable devices through a Lending Program to access online instructional materials.	1.	Provide students in grades PK-12 with Internet capable devices to take home or use at school through a lending program within 90 days of grant award.	10/01/2014	08/31/2016
		2.	Provide training to students and parents on the lending program within 90 days of grant award.	10/01/2014	08/31/2016
3.	Develop a Technology Lending Program Policy	1.	Develop a lending program policy for all students, parents, and staff to sign within 90 days of grant award.	10/01/2014	08/31/2016
		2.	Provide training to parents and students on the lending program within 90 days of grant award.	10/01/2014	08/31/2016
4.	Provide PD to staff.	1.	Through local funding, train all staff regarding the technology lending program within 90 days of grant award.	10/01/2014	08/31/2016
5.	Develop policies to address the lending program.	1.	Using local funding, develop policies and procedures regarding the use of technology and the devices regarding the lending program within 90 days of grant award.	10/01/2014	08/31/2016

Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the NOGA

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Schedule #14—Management Plan (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Knox City-O'Brien CISD will adopt a "continuous evaluation model" rather than solely pre/post evaluation procedures. Evaluation procedures will be in place at all levels to ensure continuous feedback allowing for a continuation of "successes" during and after the project. Necessary adjustments for improvements will be made throughout the project implementation process. The continuous evaluation of the Project will occur through a variety of mechanisms. Those mechanisms are as follows:

1. Informal communications amongst the Project/Center Director, Grant Officials, staff and students will occur on a daily basis.
2. There will be monthly "mini" in-service training for staff and aides.
3. There will be biweekly program staff meetings of the regularly employed staff.
4. The Project Director will direct the following activities that will facilitate the grant project:
    - Issuance of Purchase Orders for the required equipment.
    - Issuance of the RFP's for installation of project defined scope.
    - Installation of the project equipment and other materials.
    - Acceptance of work completed by outside contractors.
5. The Grant Officials will be in daily contact with campus personnel regarding issues involved with the installation of the project.
6. The Project Director will conduct an annual Survey developed by the Board of Directors. The data will be analyzed, identifying areas still in need of advancement and other pertinent data.
7. Evaluation forms will be made available throughout the project for input from campus principals, teachers and other staff members. *The methods of KCCISD's evaluation provide for examining the effectiveness of program strategies. (2 points)*

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

KCCISD currently has a very limited number of devices that we lend to students; these devices do not have home Internet access but will remain in the "pool" of equipment that will continue to be lent out to students.

The three campuses and specific grade levels we have chosen for the TLPG program will remain committed to the project's success. Our staff will continue to ensure that ALL students, including economically disadvantaged and special education, participate in the TLPG program. *The management plan is designed to achieve the objectives of the proposed program on time and within budget, with appropriate timelines and milestones for accomplishing project tasks. (5 points)*

The District's Technology Plan Budget indicates the district technology budget for the next 3 years is about $75,000 per year. This funding consists of ERate funds, local funds, and Technology Allotment funds. This funding will continue to support our LAN, WAN, Internet access, staff development, maintenance, and new and updated equipment including equipment needed to support and/or continue the TLPG program.

The methods of KCCISD's evaluation include the use of objective performance measures and indicators of program accomplishment that are clearly related to the intended results of the project and will produce quantitative and qualitative data to the extent possible. (3 points)

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Schedule #15—Project Evaluation	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process		Associated Indicator of Accomplishment
1.	Grant evaluation documents: 90 Strategy Reports and Quarterly Reports	1.	Develop 90 Strategy Plans – to plan upcoming activities.
		2.	Develop Quarterly Reports – to report activities that were completed.
2.	End of course and/or End of semester tests. STAAR results.	1.	Review, analyze and report grade test results in January 2015 to gauge if students are on track including economically disadvantaged and special education students.
		2.	Review, analyze and report STAAR results in 2015 to gauge if students are on track including economically disadvantaged and special education students.
3.	Performance Measures	1.	Number and percent of students who checked out a device as part of the technology lending program by grade level.
		2.	Number and percent of eligible economically disadvantaged students participating in the technology lending program.
		3.	Number and percent of eligible economically disadvantaged students who had Internet access installed in their residences as part of the technology lending program.
4.	Performance Measures	1.	Number and names of courses using digital content on each participating campus.
		2.	Number and percent of teachers on participating campuses assigning work to students as a result of the technology lending program.

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Data collection methods and schedule - Data will be collected by four primary methods and KCCISD's *formative evaluation processes outlined in the application provide for the identification and correction of problems throughout the duration of the grant project. (2 points)*

Collection Method	Description of Data Collection	Data Collection Schedule
Interviews and Focus Groups	Interviews with Project personnel, students, family, and community members. Purpose is to assess: a) needs of individuals; b) how Project met needs; c) Project strengths and weaknesses; d) Project benefits; e) changes needed to better meet identified needs	Beginning, middle, and end of Project Activities. Completed 4 times per year.
Observation	Evaluators observe site activities using standard observational protocols.	8 times per year at each site
Surveys	Surveys based upon information required for Annual Performance report Indicators. Survey will follow up on issues from interviews and focus groups.	Surveys done 4 times per year per site.
Extant & Project Data	School and Project attendance, school.	Data collected monthly or as it is available.

The evaluation design includes processes for collecting data, including program-level data and student-level academic data (such as achievement results and attendance data). (3 points)

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Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

KCCISD's *Technology Lending Program Grant (TLPG)* funds will be used to design and implement a new Technology Lending Program consisting of laptops and tablets both with and without Internet access. Through these new devices students will be able to access and use electronic instructional materials at school or at home on a 24/7 basis.

Funding will be used as follows:

Equitable Access for All Students
The goal our program is to ensure that **all students**, including **economically disadvantaged students and students with disabilities**, have dedicated access to a **personal technology device**. The district will leverage existing personal technology devices and ensure every student participating in the grant program has dedicated access through the lending grant program. The district will develop a systematic process for students to check out and check in the equipment that ensures equity among participating KCCISD students. KCCISD teachers and the Project Director will coordinate the sharing and use of lending equipment through new or updated procedures. The district will develop and implement a *Technology Lending Agreement* that will be provided to students and parents who check out devices. The district will using grant funding for the following:

Purchase technology devices that best provide equitable access to digital content for students, including but not limited to laptops, tablets, and other personal devices. Technology device purchase may include the operating system, productivity software (i.e., applications dedicated to word processing, spreadsheets, etc.), and a carrying/storage case. The district will purchase 120 laptop computers for school and home use, with home internet access for a total cost of $74,200. The district feels that *the costs reflected in the budget are appropriate for the results expected. (7 points) and the budget which includes materials only, per grant instructions, adequately supports the activities outlined in the grant proposal. (10 points)*

Maintenance of equipment purchased with grant funds. Funds will be used to prepay up to two additional years of maintenance or extended warranty with grant funds. The multi-year maintenance agreement must be payable upon receipt of a single invoice received during the grant period. (included in the costs of the device)

Residential Internet access, for students, particularly economically disadvantaged students, who check out equipment as part of the technology lending program will be provided with devices with Wi-Fi capability that can be used in the student's residence. The district will develop and implement a *Technology Lending Agreement* that will be provided to students and parents who check out devices. The district has budgeted $8,200 for home Internet access.

Through the *Technology Lending Program* students will have the resources to access and use KCCISD's electronic instructional materials.

Professional Development for Teachers in the Use of Digital Content - Professional development for teachers in the use of digital content has already been provided prior to applying for this grant. Any professional development that is provided during the first three months of the grant period will be provided with **non-grant funds**. Professional development is not an allowable cost for KCCISD's TLPG grant program.

KCCISD assures that funds provided under the Instructional Materials Allotment (IMA) or other funding sources are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.

The district's proposed TLPG program is appropriate to and will successfully address the needs of the target population. (8 points)

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Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Knox City-O'Brien CISD is not currently purchasing equipment or devices for a lending program. KCCISD assures that funds provided under the Instructional **Materials Allotment (IMA)** or other funding sources are **insufficient** to purchase enough lending technology for every student who needs dedicated access to a device.

The district will use other sources of funding such as local funds, Title I, Title III, Part C (Migrant), state comp, Bilingual, and state funds.

If funded through this grant program, the district will ensure that students in grades PK - 12 will have dedicated access to a technology device on an as needed basis.

If future funding becomes available the district will use those resources in a cohesive manner to support efforts to ensure students have dedicated access to a technology device.

All of the district's expenditures and activities are supplemental to and do not supplant or duplicate services currently provided. (3 points)

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The lending program aligns with existing district mission and goals by offering our students the opportunity to include greater access to rich, multimedia content; the increasing use of online course taking to offer classes not otherwise available; the widespread availability of mobile computing devices that can access the Internet; and the expanding role of social networking tools for learning and professional development, and the growing interest in more personalized learning.

Research
Online learning in many forms is on the rise in schools of all types across the country. Students in many parts of the country now have a long list of choices when it comes to e-learning. The menu of options often includes full-time, for-profit virtual schools; state-sponsored virtual schools; supplemental online learning courses offered by brick-and-mortar schools; and charter schools presenting a hybrid option of digital material coupled with face-to-face instruction.

The International Association for K-12 Online Learning, or iNACOL, estimates that more than 1.5 million K-12 students were engaged in some form of online or blended learning in the 2009-10 school year. At the end of 2010, supplemental or full-time online learning opportunities were available in at least 48 of 50 states, plus the District of Columbia (iNACOL, 2010). *The design of our proposed program reflects up-to-date knowledge from scientifically based research and effective practice. (4 points)*

The technology lending program aligns with the district's existing mission and goals as indicated in our Technology Plan, Campus and District Improvement Plans. Technology

The lending program will also align with the District Improvement Plan, Campus Improvement Plans, and our Technology Plan.

The district's grant *program activities relate directly to the program goals, local objectives, and strategies, as well as to the program description and project requirements. (4 points)*

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Schedule #17—Responses to TEA Program Requirements	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

KCCISD administration reviewed the latest data on each of our campuses and through that review, based on teacher input, student tests scores, and other relevant data, determined to provide technology devices for ALL PK - 12 grade students at ALL campus.

The Knox City-O'Brien CISD (KCCISD) *Technology Lending Program Grant (TLPG)* will focus on **all of our students - PKth – 12th grade students** (approximately **297 students**). Knox City-O'Brien CISD consists of three (3) campuses – 1 high school, 1 middle school and 1 elementary campus with **297 students** and **212 of these students or 71.4%** are classified as *"economically disadvantaged"* and **110 or 37.0%** are classified as *"at-risk"*.   We feel that the design of our proposed project includes processes and activities that are of sufficient quality and scope to ensure **equitable access and participation** among all eligible participants while maximizing the utilization of equipment and resources.

The district's TLPG grant will focus on all of our campuses and all of our students in grades PK - 12 and all content areas.

Campus/Grade Level Most In Need – Knox City High School, O'Brien Middle School, and Knox City Elementary School – Grades PK – 12 – 297 students. *(Grant-Specific Criteria - More than one campus will participate in the Technology Lending Program Grant. (4 points)*

Using TLPG grant funds, the district will provide access to 120 laptops for students in grades PK – 12th to implement a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. This will allow students to have access to relevant technologies, tools, resources, and services for personalized learning 24 hours a day, 7 days a week (24/7).

The TLPG grant funded devices will have home access to the Internet, students with the greatest need including those who are economically disadvantaged and special education students will be served first.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All activities and programs in our district are aligned to our District Improvement Plan, Campus Improvement Plans, and our Technology Plan as well as to our district and campus budgets.

The technology lending program will align with current curriculum, instruction and classroom management policies through the above documents. As we move towards online curriculum all of the above documents will be updated to include curriculum, instruction and classroom management updated policies and procedures.

The district's *strategies and activities are of sufficient quality and depth to ensure accomplishment of the goals and objectives of the program according to the relevant statute. (5 points)*

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Knox City-O'Brien CISD is currently using electronic instructional materials in all foundation curriculum subject areas for one or more grade levels.

The district utilizes electronic instructional material currently with - iStation - Online testing used on the elementary and junior high campus; iStation is used for weekly intervention if needed; and Think Through Math – used in the elementary school – 3 yearly assessments, plus weekly intervention as needed. The high school also has a credit recovery program. Many of these resources reinforce our constructivist philosophy to teaching and learning: a real-world, inquiry based approach. *(**Grant-Specific Criteria** - One or more participating campuses is using electronic instructional materials in more than one foundation curriculum subject area. (2 points)*

We use electronic instructional materials in all foundation areas across all grade levels daily when we have students that have to work on credit recovery.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

KCCISD staff has been trained on all locally adopted technology as it relates to their teaching assignment when the technology is implemented. Ongoing training continues as hardware/software evolves or is revised. The district utilizes Region Education Service Center and the Texas Computer Education Association for training. The district also employees a full-time Curriculum Coach for Instructional Technology who provides ongoing technology training to staff at point of need.

If additional professional development is needed during grant period, the professional development will be paid with non-TLPG grant funds.

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district's infrastructure that will support students' use of the devices, when used on campus, provided through the grant is the following:

- 3 campuses with a network operations center (NOC) at the hub
- 95% wireless 4G coverage throughout the district
- 10/100 speed to the desktops
- Gigabyte backbone to all network switches
- Network file servers
- Email access for staff and students

The district has a Technology Coordinator who will be available for the technology lending program.

The district uses ERate funding for the infrastructure of its technical needs. The district will use ERate and local funds to pay for technical support and for network and/or hardware needs.

The design of our proposed program reflects up-to-date knowledge from scientifically based research and effective practice. (4 points)

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district will purchase laptop computers with internet service provided through the a local service provider for home Internet access and the district's wireless network. We will provide training and instruction as to how to use the Internet feature from participating students' homes. Equipment will be offered to our economically disadvantaged and special education students first.

The district uses air cards for students to use at home. Students and parents will sign agreements so that these Internet cards are used properly and for the intent of the program. The cards will be monitored by the technology department.

There will be a lending program policy and procedure that will be in place for training, eligibility requirements, etc.

For sustainability purposes after the grand funding ends, the district will use ERate funds to sustain the Internet costs.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Technical Support will be provided via the following:

- Through professional development, teachers will be taught basic troubleshooting skills, and will be provided a troubleshooting guide to assist in getting devices up and running.

- Student aides at the high school and junior high school levels will be trained to assist with mid-level troubleshooting, and to assist teachers if they need additional help.

- The Technology Coordinator will be available to provide top-level technical support for all devices as per job descriptions.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

KCCISD teachers and administrators will develop a procedure for checking in and out devices. The activities will need to be coordinated as to when each student will need to check out devices. Therefore content area teachers will need to work together to plan activities and coursework on a regular basis during staff meetings.

The district's Technology Director will coordinate the TLGP program for staff, students, and parents. The Technology Director will also develop a *Technology Lending Agreement* that will be provided to students and parents who check out devices. The Technology Director will also update the district's Technology Plan to include the TLGP program.

Campus staff will contact the Technology Director in order to arrange for students to check equipment in and out. That specific process will be determined by the Technology Director.

Students and parents will be required to attend training for the lending program prior to checking out equipment.

Students will be required to demonstrate grade level mastery of the Digital Citizenship strand of the Technology Applications TEKS prior to checking out equipment.

Parents, students and staff members will be required to sign the technology lending agreement prior to the release of equipment to students and/or parents.

Teachers and staff will be responsible for student assignments.

The district has a mobile device management system to track equipment.

When students and/or parents return devices, there will also be a sing-in form that indicates that the equipment was returned to the lending program inventory.

The district's *strategies and activities are of sufficient quality and depth to ensure accomplishment of the goals and objectives of the program according to the relevant statute. (5 points)*

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: **138-902**	Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

KCCISD will purchase all required insurance and warranty required on the equipment for the technology lending equipment according to local policy. The district will also configure a tracking system to locate individual devices.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district will develop a *Technology Lending Agreement* that will be mandatory. The document will incorporate our existing Responsible Used Policy and responsible use of the Internet requirements. The agreement will require student, parent and staff signatures at both the sign out and sign in phase.

The agreement will address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement will incorporate the district's existing *Responsible Use Policy* by reference. The Technology Lending Agreement will verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS).

KCCISD feels that our *application is organized and completed according to instructions. (5 points possible)*

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